



**Business Services
Contracts Office**

5735 47th Avenue, Sacramento, CA 95824
(916) 643-2464

*Lisa Allen, Superintendent, Robert Aldama,
Purchasing Manager II*

**Lease/Leaseback
Mandatory Pre-Proposal Conference Agenda**

PROJECT: **RFP #0300-488**
MEETING DATE: **Crocker Riverside ES Playground & Site Improvements**
TIME: **January 23, 2026**
LOCATION: **3:30 PM**
2970 Riverside Boulevard, Sacramento, CA 95818

1. Introductions

- a. Sacramento City Unified School District – Tina Alvarez-Bevens & Robert Aldama
- b. HMC Architects
- c. Premier Management Group, Inc.
- d. LLB Representatives

2. Review RFP Milestone Dates / Requirements (Sections I and III of RFP)

- a. RFP SCHEDULE
 - i. **01/23/2026 at 3:30pm – Mandatory** Preproposal conference at **Crocker Riverside Expansion – 2970 Riverside Blvd, Sacramento, CA 95818**
 - ii. **01/27/2026** – Deadline to submit pre-qualification applications. Link to Quality Bidders can be found at <https://www.scusd.edu/departments/business-and-operations/contracts-department/contractor-prequalification>
 - iii. **01/28/2026 by 2:00pm** – Deadline to submit questions via email in accordance with RFP section VII. General Information.
 - iv. **02/04/2026 by 3:00pm** – If applicable, an addendum will be uploaded to the RFP Document link <https://gateway.app.e-builder.net/app/bidders/landing?accountid=aaf85f30-eade-4a97-af1d-5076c07d8a32&projectid=c74e545d-2894-4b96-afda-c8e66cb1ebcc&bidpackageid=e018214d-b111-4f05-b2fd-91648d20a408>
 - v. **02/12/2026 by 2:00pm – Proposals due.**
 - vi. **02/20/2026** – District Notification to Selected Interview Firms.
 - vii. **02/23/2026** – Interviews.
 - viii. **02/24/2026** – District selection of successful LLB Entity.
 - ix. **03/05/2026** – Anticipated board award of LLB.
 - x. **03/06/2026** – Pre-construction NTP issued for pre-construction services..
- b. Pre-qualification Requirement – due 10 business days prior to RFQ due date – online application at <https://www.scusd.edu/departments/business-and-operations/contracts-department/contractor-prequalification> Ed Code Section 20111.6)
- c. Registration to the DIR by RFQ due date (Labor Code Section 1725.5)
- d. SK&T / Apprenticeship Program Compliance (Ed Code Section 17407.5)
- e. Financing Required (12-month post construction phase)

3. Scope of the Project – (A/E) (Section IV of the RFP)

Construction includes but is not limited to:

- Site Work includes demolition, grading, and construction of new exterior improvements. Scope includes new hardcourts, replacement of existing grass areas with synthetic turf, site drainage improvements, and coordination with existing utilities. Site work also includes upgrades to the accessible path of travel.
- Playground Improvements include the furnishing and installation of two new play apparatuses with compliant safety surfacing, fall zones, and associated shade structures.
- Shade Structures include the installation of one new shade structure to support outdoor dining and gathering areas. Work includes foundations, structural supports, anchorage, and coordination with adjacent site features.
- Accessibility Upgrades including improvements to site circulation, walking surfaces, landings, handrails, guardrails, tactile warnings, and signage as required to meet current accessibility standards and DSA requirements.

Expected key features include but are not limited to:

- New hardcourt areas with associated striping, base materials, and edge restraints.
- Synthetic turf play and activity areas with proper subdrainage, base preparation, and transitions to adjacent surfaces.
- Two new playground structures with shade canopies and compliant safety surfacing.
- One new shade structure serving outdoor dining and student gathering areas.

4. Review Anticipated Project Timelines (Section I of the RFP)

- Preconstruction services is scheduled to go from **[03/06/2026 – 05/01/2026]**.
- The LLB entity will be required to provide a 50% CD estimate in early **[March 2026]**.
- DSA submittal target is by **[TBD]** with DSA approval by **[April 2026]**
- The Entity will be asked to begin and complete the TBR Development for final District approval not later than **[04/20/2026]** and for board approval on **[04/30/2026]**.
- The District anticipates issuing the Notice to Proceed for construction services on **[05/01/2026]**
- The construction duration is anticipated to be from **[05/04/2026 – 08/10/2026]**, with final project acceptance anticipated by **[08/15/2026]**.
- The post-construction duration is anticipated from **[08/15/2026 – 10/02/2026]**.

5. Development of the TBR Phase may include:

- a. Design / Constructability review
- b. Value Engineering Analysis
- c. Detailed Cost Estimating with options to meet the District's budget
- d. Development of trades' scope of work, bidding, lowest bid or best-value and preparation of the TBR
- e. Preliminary and Final TBR – Discuss (within District Boundaries) Sub/Supplier Participation

6. Determination of Project Cost (Section III of RFP) Highlights below:

- a. Engineer's estimate of the TBR: \$5,000,000 (including all contingencies, fees, general conditions, bonds, insurance, and financing).
- b. If Entity plans to self-perform any work, their bid must be submitted directly to the District a minimum of 48 hrs. prior to the subcontractors bid due date. A minimum of 3 bids per trade is required.
- c. LLB Entity Fee – Cannot exceed 5.5 % of the sum of the Direct Cost of the Construction Work + General Conditions (excludes costs of bonds and insurance, allowances, and contingencies)
- d. Construction Contingency – to be determined upon final TBR proposed
- e. Owner's Contingency – Percentage will be finalized during TBR development. % is of the total cost (excluding Construction Contingency & Allowances)

7. Evaluation Criteria – (Section V & VI of the RFP)

- a. Proposals submitted in seven (7) hard copies & one (1) electronic copy – Point Score to develop short list of technical criteria.
- b. Interview of firms – Review / Adjust Point Score
- c. Open Fee Proposals and calculate the best value score highest to lowest.

8. Exhibit D – Fee Proposal (Submit one (1) hard copy and one (1) electronic copy in a separate sealed envelope).

- a. Fixed price for Pre-construction services including \$40,000 Site investigation allowance.
- b. Fixed price for monthly General Conditions cost – Refer to Exhibit C
- c. Fixed % Construction Phase Fee (Profit & Overhead)
- d. Fixed % for Bonds
- e. Fixed % for Insurance – Refer to Exhibit E
- f. Fixed % for financing

9. Inquires. Any questions regarding this RFP or selection process shall be directed in writing to all of the following:

Sacramento City USD Contracts Office
Robert Aldama: robert-aldama@scusd.edu
& Tina Alvarez-Bevens: tina-alvarez-bevens@scusd.edu

and

Wayne Sjolund, Project Director
Premier Management Group, Inc.
wsjolund@pmgcm.com

Rami Wahhab, Construction Manager
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10. Please refer to the RFP Exhibit M for the SCUSD Project Labor Agreement.

11. Adjourn & Walk the Site

Sacramento City Unified School district
 Sign in Sheet
 Mandatory Pre-bid Conference Agenda
 Project: RFP# 0300-488 Crocker Riverside Expansion
 Date/Time: 1/23/26 at 3:30 pm



Company	Representative (Print Name)	Signature	Telephone #	Email (Print Clearly)
Otto Construction	Kevin Halthill		916-402-7099	khalthill@ottoconstruction.com
ROEBBELEN	CHRIS SIEMMAB		916-939-1110	bd@roebbelen.com
Rodan Builders Inc.	Adam Lovitt		650-508-1700	bids@rodanbuilders.com
BOTHMAN CONST.	SIMON MURPHY		408-279-2277	estimating@bothman.com
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and Compassion
for Others*

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